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Australasian College for Emergency Medicine

Regional New Fellows Champion

Position Description

1. Introduction

The Australasian College for Emergency Medicine (ACEM; the College) strives to represent and support new Fellows in their professional life in a manner that enables longevity of emergency medicine professionals and sustainability of the wider emergency medicine workforce by:

- developing and supporting activities that contribute to the successful transition from FACEM training to Fellowship; and
- determining and implementing methods to engage new Fellows in College activities.

2. Purpose

The purpose of the Regional New Fellows Champion role is to optimise communication between ACEM and new Fellows in relation to College engagement and the New Fellows Program.

3. Appointment and Tenure

3.1 Appointment Process

New Fellows who are of good standing with the College and in active clinical practice (i.e working at least one clinical shift per week) as a consultant may apply for appointment as a Regional New Fellows Champion. Applications should be made using the applicable form together with all the information specified on that form.

A maximum of one (1) FACEM may be formally appointed to the role of Regional New Fellows Champion in each regional jurisdiction (i.e. Australian states and territories and Aotearoa New Zealand).

Each Regional Faculty Board Chair or delegated authority will consider the relevant applications received and, in liaison with the Manager, Membership and Culture, formally appoint eligible new FACEMs to the role.

3.2 Duration of Appointment

The initial tenure of individuals appointed to the role of Regional New Fellows Champion will end when the incumbent informs the College in writing, or at the end of their new Fellows period i.e. three (3) years post-election to Fellowship.. Tenure will also end if the incumbent permanently leaves the region in which they were appointed.

A Regional New Fellows Champion planning any extended leave, should notify the Membership and Culture Unit at the College to arrange a proxy to step in during the leave period.

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4. Role and Responsibilities

The role of a Regional New Fellows Champion relates to operational matters and does not have a strategic role.

4.1 Role and Responsibilities

The aim of this role is to facilitate and enhance communication between the College, and its new Fellows, regarding College engagement and the New Fellows Program.

The role of a Regional New Fellows Champion is to work with ACEM staff to:

- promote ACEM initiatives that support new Fellows at a local, regional or national level via ACEM events and Faculty meetings;
- ensure appropriate reporting to and liaison with the relevant Regional Faculty Board;
- provide input into any review or development of College initiatives that support new Fellows; and
- review external resources for substantiation, merit and relevance to the needs of new emergency medicine consultants.

The role is not intended to:

- provide advice to individual members regarding their continuing professional development requirements or other College obligations;
- address issues of individual new Fellows, either of a personal or professional nature;
- act as a media liaison for the College.

Induction and support for the role will be provided by ACEM Membership and Culture Unit staff.

5. Appointment Criteria

5.1 Essential

- no more than three years since election to ACEM Fellowship at the time of appointment to the position;
- a demonstrated interest in the advancement of new emergency medicine consultants in Australia and Aotearoa New Zealand;
- interest and/or experience in College processes.

5.2 Desirable

- a thorough understanding of the aims and initiatives of the College to support new Fellows;

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6. Associated Documents

- ACEM Core Values
- ACEM Regulations
- Code of Conduct (COR235)
- Conflict of Interest Policy (COR139)
- Discrimination, Bullying and Sexual Harassment Policy (COR133)
- Intellectual Property Policy (COR64)
- Member/Staff Relations Policy (COR304)
- Policy on College Entities (COR334)
- Privacy Policy (COR200)

7. Document Review

Timeframe for review: every two (2) years, or earlier if required

7.1 7.1 Responsibilities

Document authorisation: ACEM Board
Document implementation: Manager, Membership and Culture
Document maintenance: Manager, Membership and Culture

7.2 7.2 Revision History

Version	Date of Version	Pages revised / Brief Explanation of Revision
V1	Feb 2021	Approved by Board
V2	May 2023	Revisions to duration of appointment and addition of associated documents